Office of Personnel Management

the GS-11 level may occur after satisfactory completion of 1 year of continuous service. Under 5 CFR 213.3102(ii), intern positions are authorized only at the GS-9 and GS-11 levels. Therefore, the agency has the option of promoting an intern to the GS-12 level on or after the date of conversion to the competitive service.

- (e) Citizenship. Interns do not need to be United States citizens during their internship. However, if a noncitizen intern is hired, the agency must make sure that:
- (1) The intern is lawfully admitted to the United States as a permanent resident or otherwise is authorized to be employed by the U.S. Immigration and Naturalization Service;
- (2) The agency is authorized to pay the noncitizen under the annual appropriations act ban or any agency-specific enabling appropriation statute; and
- (3) The intern acquires United States citizenship prior to conversion under 5 CFR 315.708.
- (f) Extensions. Agencies must request, in writing, OPM approval to extend an internship for up to 1 additional year beyond the authorized 2 years in order to provide the intern with additional training and developmental activities. The request should be submitted no later than 60 days prior to the end of the initial 2-year period.

§ 362.203 Conversion to competitive service.

- (a) In accordance with 5 CFR 315.708, employees who are United States citizens and have successfully completed Presidential Management Internships may be converted noncompetitively to career or career-conditional appointments in positions for which they are qualified.
- (b) Conversions will be effective on the date the 2-year service requirement is met, unless the internship is extended by the agency, with approval of OPM, for up to one additional year.
- (c) Agencies must inform the OPM PMI Program office when an individual will not be converted.

§ 362.204 Resignation, termination, and reduction in force.

- (a) *Resignation*. An employee who resigns during the internship does not have reinstatement eligibility for competitive service positions and cannot be re-interned to the PMI Program.
- (b) Termination. The appointment of a Presidential Management Intern expires at the end of the 2-year internship period. At that time, the employing agency may, with no break in service, convert the intern to a career or career-conditional appointment in accordance with 5 CFR 315.708, or extend the internship in accordance with § 362.202(b). If neither action is taken, the PMI appointment terminates.
- (c) Reduction in force. Presidential Management Interns are in the excepted service Tenure Group II for purposes of § 351.502 of this chapter.

§ 362.205 Movement of interns between departments or agencies.

To move from one agency to another during the internship, the intern must separate from the current agency and be reappointed under PMI appointment by the new employing agency without a break in service. The intern does not begin a new 2-year internship period; the time previously served under the PMI Program counts toward the completion of the 2-year period. The new employing agency must notify the OPM PMI Program office of the action.

§ 362.206 Career development.

- (a) OPM responsibilities. OPM will:
- (1) Provide orientation and graduation programs for each intern class;
- (2) Serve as a clearinghouse of available training opportunities.
- (b) Agency responsibilities. Each agency will:
- (1) Work with the intern to develop a written outline of core competencies and technical skills (called an individual development plan) the intern must gain before conversion to a target position;
- (2) Provide at least 80 hours of formal training a year, including training in core competencies targeted to a functional area into which the intern will most likely be converted; and

Pt. 410

(3) Provide at least one rotational assignment to another functional area, made at the discretion of the agency.

PART 410—TRAINING

Subpart A—General Provisions

Sec.

410.101 Definitions.

Subpart B—Planning for Training

410.201 Responsibilities of the head of an agency.

410.202 Integrating employee training and development with agency strategic plans. 410.203 Assessing organizational, occupational, and individual needs.

410.204 Options for developing employees.

Subpart C—Establishing and Implementing Training Programs

410.301 Scope and general conduct of training programs.

410.302 Responsibilities of the head of an agency.

410.303 Employee responsibilities.

410.304 Funding training programs.

410.305 Establishing and using interagency training.

410.306 Selecting and assigning employees to training.410.307 Training for promotion or placement

in other positions. $410.308\,$ Training to obtain an academic de-

gree.

410.309 Agreements to continue in service. 410.310 Computing time in training.

410.311 Records.

Subpart D—Paying for Training Expenses

 $410.401\,$ Determining necessary training expenses.

410.402 Paying premium pay.

410.403 Payments for temporary duty training assignments.

410.404 Determining if a conference is a training activity.

410.405 Protection of Government interest.

410.406 Records of training expenses.

Subpart E—Accepting Contributions, Awards, and Payments From Non-Government Organizations

410.501 Scope.

410.502 Authority of the head of an agency.

410.503 Records.

Subpart F—Evaluating Training

410.601 Responsibility of the head of an agency.

410.602 Records.

Subpart G—Reports

410.701 Reports.

Authority: 5 U.S.C. 4101, $et\ seq.$; E.O. 11348, 3 CFR, 1967 Comp., p. 275.

Source: 61 FR 66193, Dec. 17, 1996, unless otherwise noted.

Subpart A—General Provisions

§410.101 Definitions.

In this part:

- (a) Agency, employee, Government, Government facility, and non-Government facility have the meanings given these terms in section 4101 of title 5, United States Code.
- (b) Exceptions to organizations and employees covered by this subpart include:
- (1) Those named in section 4102 of title 5, United States Code, and
- (2) The U.S. Postal Service and Postal Rate Commission and their employees, as provided in Pub. L. 91–375, enacted August 12, 1970.
- (c) *Training* has the meaning given to the term in section 4101 of title 5, United States Code.
- (d) Mission-related training is training that supports agency goals by improving organizational performance at any appropriate level in the agency, as determined by the head of the agency. This includes training that:
- (1) Supports the agency's strategic plan and performance objectives;
- (2) Improves an employee's current job performance;
- (3) Allows for expansion or enhancement of an employee's current job;
- (4) Enables an employee to perform needed or potentially needed duties outside the current job at the same level of responsibility; or
- (5) Meets organizational needs in response to human resource plans and reengineering, downsizing, restructuring, and/or program changes.
- (e) Retraining means training and development provided to address an individual's skills obsolescence in the current position and/or training and development to prepare an individual for a different occupation, in the same agency, in another Government agency, or in the private sector.
- (f) Continued service agreement has the meaning given to service agreements